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State of Wisconsin

Department of Workforce Development

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Date: May 16, 2003

To: Interested Persons and Organizations

From: Bettie Rodgers, Division Administrator /s/

Re: **Wisconsin Works (W-2) Request for Proposals (RFP) for the Period
January 1, 2004 through December 31, 2005 – RFP Issued on the
Department's Website**

The Division of Workforce Solutions (DWS) is issuing this RFP for the purpose of seeking agencies to administer W-2 and Related Programs in competitive W-2 geographic areas for the contract period of January 1, 2004 through December 31, 2005. This RFP is being issued electronically at <http://www.dwd.state.wi.us/dws/w2/rfp/default.htm>. However, it will be made available in accessible formats to qualified individuals with disabilities.

W-2 and Related Programs provide a comprehensive array of programs and services to assist eligible Wisconsin residents become employed in self-sustaining jobs. The Department wishes to select agencies with quality management and leadership and the professional and technical experience and resources to successfully administer W-2 and Related Programs. These agencies must provide effective planning and coordination with other work, training, income maintenance and related service providers on behalf of the W-2 participants.

DWS is issuing this RFP for use by any interested persons and organizations in developing a 2004-2005 proposal, for the Department's evaluation, to administer W-2 and Related Programs in competitive W-2 geographic areas listed in the RFP.

The 2004-2005 RFP website includes:

- Instructions on preparing and submitting a proposal;
- Timetable for the contracting process;
- List of geographic areas open for competition;
- Draft Contract Terms;
- Funding allocation method and estimated allocations for each W-2 geographic area based on current budget estimates; and
- Performance Standards W-2 agencies are required to meet in the 2004-2005 contract period.

Proposals are due by 4:00 p.m. on June 27, 2003, in accordance with the requirements stated in the RFP.

Agencies interested in submitting a proposal should plan to send a representative to the Proposers Meeting scheduled for May 28, 2003, from 10 a.m. to 3:30 p.m. at the Marriott Madison West, 1313 John Q Hammons Dr, Middleton, Wisconsin.

For information regarding this RFP, contact Mary Tremain from DWS at (608) 266-1544; TDD (608) 267-0927; Fax: (608) 267-3240; E-mail: mary.tremain@dwd.state.wi.us.

If you are interested in administering W-2 and Related Programs, I would encourage you to participate.

cc: Mary Tremain